



**CITY OF MORGAN HILL**

**17555 PEAK AVENUE MORGAN HILL CALIFORNIA 95037**

**After Action Draft  
PARKS AND RECREATION COMMISSION**

**MEETING MINUTES**

**MARCH 16, 2004**

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**MORGAN HILL CIVIC CENTER**

CITY HALL  
17555 Peak Ave.  
Morgan Hill, CA 95037  
408.782-0008

Chair  
Vice-Chair  
Commission Member  
Commission Member  
Commission Member  
Commission Member  
School Board Liaison  
City Council Liaison

Mark Frederick  
Daniel Kenney  
Laura Hagiperos  
Don Jensen  
Marilyn Librers  
Rick Page  
Craig C. van Keulen  
Amina Khemici  
Hedy Chang

**LIAISON**

BTAC  
Parks  
Seniors  
Arts/Downtown  
YAC/Endowment  
Recreation Center  
Youth Sports/Rec Center

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**7:05 p.m.**  
**CALL TO ORDER**

**ROLL CALL ATTENDANCE**

Librers had a medical excuse; Khemici, Chang not present

**DECLARATION OF POSTING OF AGENDA**

Per Government Code 54954.2

**PLEDGE OF ALLEGIANCE**

Led by Commissioner Don Jensen

**PUBLIC COMMENTS**

None

**REPORTS**

A. PARKS  
Verbal Reports

Deputy Director Mori Struve

Chair Frederick asked staff to check on the drinking fountain at Jackson Park as it was not working recently.

B. RECREATION & COMMUNITY SERVICES: Manager Julie Spier

- i. Recreation & Community Services Monthly Report  
Community & Cultural Center (CCC) is 5% above the 70% goal.  
Currently working with Tim Hendrick on marketing for Aquatics Center, Playhouse and CCC.  
Theresa Magno was hired as the Aquatics Center Recreation Coordinator.  
Achieved budget target for classes, enrollment and facility use.  
Purchased and administered training for the Safari Recware software. This software will allow online registration.  
Between the months of December and January, 25 groups rented facilities at the CCC.  
Peter Pan Theater Show presented by the South Valley Civic Theater was very successful.  
Additional showings were added due to popular demand.
- ii. YAC Attack Conference update  
The CCC hosted over 300 teenagers coming from as far as San Francisco on March 6, 2004 for a leadership conference.
- iii. Hiring Fair update  
A total of 135 applicants were tested and interviewed for a variety of positions in recreation and aquatics.
- iv. CPRS Conference Results

C. PRC CHAIR REPORT Chair Mark Frederick

- i. Sports Complex Committee Report  
Next meeting: April 8 at 8pm, City Hall  
  
Council may ask the committee to review commercial venture partnerships as another potential operating model.  
Committee decided to spend money on permanent improvements, rather than investing in temporary facilities.  
Chair Frederick advised looking into the alcohol sales in reference to the youth in the case of outside operators.  
The construction at Live Oak High School is coming to an end. This would free up some pressure on the Community Park softball fields use requests.
- ii. Annual Workshop with City Council  
  
All agreed it was beneficial and recommend doing again.  
Chair Frederick said Council member Chang's most important message was that any new projects must be self-sustaining.  
Commissioner Page stated that there was clearly a funding crisis for the library. They are looking at other areas for money than the RDA.

**BUSINESS**

**1. COMMUNITY INDOOR RECREATION CENTER – FINAL REVIEW OF DESIGN**

## **DEVELOPMENT**

**Recommended Action: Receive staff report** on final design development, project budget, and schedule; and form recommendation for Council to approve Design Development and proceed with construction documents.

Commission recommended approval to Council with no significant changes proposed.

Deputy Director Struve thanked the sub-committee and Youth/Senior committees for participation.

The next 8 month phase involves the completion of the construction documents and the construction of the project is scheduled for one year from now.

## **2. COMMUNITY AND CULTURAL CENTER PROPOSED USE POLICIES FOR SENIOR AND YOUTH ACTIVITIES**

**Recommended Action: Direct staff** to incorporate the use policies for senior and youth activity use at the Community and Cultural Center for Council consideration.

Staff did a 3 month analysis and found no pattern to target the use of the facilities for youth and seniors.

There will be a minimum \$1 drop in fee for the use of the space.

Schedules may vary frequently and users will not be bumped with less than a 2 weeks notice.

Manager Spier addressed the committee's concerns about generator system and is looking into having 2 separate systems for the Indoor Recreation Center.

Commission approved the proposed policy as presented.

## **3. BICYCLE AND TRAILS ADVISORY COMMITTEE JOINT WORKSHOP WITH PARKS AND RECREATION COMMISSION**

**Recommended Action: Discussion** with BTAC members on their goals and projects.

BTAC representatives : Mark Hubbell, Committee Chair, Steven Cheu, Vice-Chairperson, Alan Clark, Bob Elthgroth, Christopher Hauge, Carl McCann, and Ariadne Scott. Staff for the BTAC present was Julie Behzad, Sr. Civil Engineer in Public Works.

The BTAC members made individualized presentations to the PRC with the following results:

1. In the process of applying for a Bicycle Friendly Community Designation
2. Trails proposal still looking for funding of \$20,000.
3. Will apply for Santa Clara Water District Grant next year for a trails master plan.
4. Proposing that Council present proclamations for Community Award for cycling promotions.
5. Bike Rodeo slated for May 15 with the Art ala Carte event. Safe Moves has been hired to conduct the event. There is a \$1200 fee to use Safe Moves and the committee is trying to find funding for this. Police department is sponsoring half of the fee.
6. Committee Charter is being reviewed now with possible updates.
7. Committee Member Bob Elthgroth continues to represent the City at the Countywide Bicycle Advisory Committee.
8. Committee is working with VTA to conduct the Bike to Work Day on May 20. This event will be held throughout the Bay Area.

## **Business Items**

1. Bikeways Master Plan Quarterly Review  
Informational only
2. City Council Resolution in support of a bicycle friendly community

Presented the draft resolution to the PRC who approved as amended: Kenney made the motion, Jensen seconded, approved 6:0. Amendment: master plan and resolution are starting points.

3. Approval of BTAC Minutes of February 19, 2004.  
Continued to the next BTAC meeting.

Chair Frederick thanked the BTAC members for their presentations and efforts.

#### **4. APPOINTMENT OF MEMBER TO SPORTS COMPLEX SUB-COMMITTEE**

**Recommended Action:** Appoint Tim Harris as a member at large to the committee.

Commission did not appoint Mr. Harris as he was not a representative of a non-profit youth organization but encouraged his input at the meetings.

#### **5. APPROVAL OF MEETING MINUTES OF FEBRUARY 17, 2004**

**Recommended Action:** approve February minutes as presented.

Commissioner Jensen made the motion to approve, seconded by Commissioner van Keulen; approved 4:2 abstaining were Commissioners Kenney and Hagiperos.

#### **FUTURE COMMISSION ITEMS**

BMX/Skate Park Design and Fund-raising: (pending)

CIP budget presentation: April

#### **ANNOUNCEMENTS**

Commissioner Page announced that he will be resigning his term in order to pursue new opportunities.

#### **REQUESTS FOR FUTURE ITEMS**

#### **ADJOURNMENT**

Regular Parks and Recreation Commission Meeting on April 20, 2004.